



What's the Big Deal with Workflow Automation?

As technology progresses, with it come new terms, buzz words and names. Often, you are left trying to sort out their meaning and how they relate to your business.

One of those terms that has more recently made the mainstream and is showing up in products has been "Workflow". Pretty broad term, right? Is it something that you do, something you can buy, a theoretical grouping of things? Well, we're still not really sure what system providers are offering when they discuss workflow, but at Ntracts we use the term to identify our ability to create customer-driven business process automation, and with Ntracts v2.0 we are able to address your needs with on-board automation, and process automation customized to your desired business practices.

Whether or not it is formalized, documented, and repeated, every organization has a process for performing various business functions. Collecting these manual processes and putting them into an electronic environment provides efficiency by allowing the workflow to actively manage the routing of tasks and documents, freeing up expensive resources to focus on higher value activities such as internal audit and non-compliance prevention efforts. Not only does Ntracts Workflow Automation allow you to manage your existing processes, it provides you with the *opportunity* to remove expensive hurdles and add additional efficiency-driven solutions such as e-signature and document automation, both of which are offered and complete the contract lifecycle management functionality in Ntracts.

Simply automating a bad business process provides little incremental benefit. Like implementation of the Ntracts contract management system itself, to realize the true

benefits of any automation requires the identification of goals, understanding technology capabilities, and definition of the core business process and needs. Performing this analysis through a careful and detailed process of discovery and evaluation of your business needs is vital to finding the nuances and exceptions and implementing the correct solution.

The best place to start is to perform a quick self-assessment of your needs:

- >> What is my annual contract volume?
- >> What is the exposure if procedures are not followed?
- >> Where are the bottlenecks in my process?
- >> Where are the gaps in my process?
- >> How much time is spend performing redundant tasks?
- >> Are my current processes current and documented?
- >> How would an ideal process look...if cost and technology were no object?
- >> What would make your job easier?

As we all continue our relentless pursuit of mythical level of efficiency, consider evaluating your current processes, and let us show you how workflow automation can enhance your business and exceed your goals!

NTRACTS 
Contracts Without Complications 

